



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
OFFICE OF THE BOARD OF SELECTMEN
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Michele Shalaby, Chair
Nathaniel H. Yohalem
Tara B. White
Board of Selectmen

**Minutes of Selectmen's Meeting
Monday, June 8, 2015**

Board Members Present: Michele Shalaby, Chair
Nathaniel Yohalem
Tara B. White

Others Present: Sharon Fleck, Administrative Secretary
Chuck Loring
Mari Enoch

The meeting of the Board of Selectmen convened at 6:10 p.m.

The Minutes were read. **A motion was made, seconded and so voted to approve the minutes of May 27, 2015. The minutes of June 1, 2015 are being held until June 15, 2015. The minutes of the May 27 Execution Session will be held.**

Pole Hearing – A representative (Sandra Annis) from National Grid was present and requested that the Board of Selectmen approve a new pole to be erected on Old County Road. **A motion was made, seconded and so voted to approve the erection of a new pole on Old County Road.**

Police Salaries – Police Chief, Graham, was advised that salary increases were levelled at 2% and he could appropriate that amount however he chose, as long as he stayed within budget.

Wired West/MBI Committee – Selectman Yohalem stated that he would like to receive written questions from members of the Finance Committee, the Town Administrator and a member of the Board of Selectmen to be submitted to both MBI and Wired West. Tim Newman has asked for a meeting to discuss raising \$500,000. Selectman Yohalem discussed having a meeting with Clark Rowell, the Treasurer and a member of the Board of Selectmen, to be followed with a meeting with Tim Newman. Select Chair, Michele Shalaby would like to be at the meeting with Clark, while Selectman, Tara White, would like to be at the subsequent meeting with Tim Newman. A Board of Selectmen's meeting will be posted during the week of June 22, 2015.

Selectman, Tara White explained she had a meeting with Holly Morris who was able to answer many questions regarding MBI/Wired West. Those written answers will be forwarded to the members of the Board of Selectmen.

Personnel Policy Revision - With the exception of one item (reimbursing employees a stipend for insurance that is carried outside the Town policy), the revisions to the Personnel Policy are complete. Before those changes are submitted to the Board, they will be reviewed with both Owen Hoberman and John Pshenishy.

MassWorks Grant – The Town of New Marlborough will be pursuing a grant to repave Clayton Mill River Road. The application for the grant is being revised and should be available this week. Hopefully the deadline to apply for this grant will be delayed until the end of August. Highway Superintendent, Chuck Loring, felt it would be a good idea to have Tom Loughlin from BSC look at Clayton Mill River Road as additional engineering may be needed.

New Hires – Personnel will be required for the Highway Superintendent for eight hours a week as well as a person to register and update the registry of alarms for the Police Chief. Senior citizens may be able to help in fulfilling these positions. Ads will be placed in the newspaper for these two positions, once these positions are defined.

Office Moves – Michele Shalaby suggested, that because of concerns about the move, that she, Joe Kellogg, and Nat Yohalem collected information regarding these moves and make recommendations to the Board.

Mower – Jeremia Pollard reviewed the proposed contract between Sheffield and New Marlborough and suggested that maintenance and replacement parts responsibility be made clearer regarding the ordinary use of this mower. Section 9 needs to be expanded to include replacement parts such as tires and parts. Issues on who is responsible for the insurance will also be addressed. Sharon will convey this request to Sheffield so their attorney may make revisions.

Administrative Updates:

Southern Berkshire Senior Transportation – Mari Enoch discussed the fact that Sheffield will not be participating in the Elderly Transportation Program. Selectman Yohalem had a discussion with Bruce Turner and Dave Hastings and advised them that, barring an emergency, a school bus should only be used by the school for school purposes and not by the Town for other purposes.

Monterey Bridge Closure – The Board of Selectmen voiced its concern over the closure of this bridge. Although there is a detour in place, it will not work in winter and create a hardship. The Board would like to have a conversation with Rep. Pignatelli and Sen. Ben Downing regarding Massachusetts' stringent and costly bridge requirements that do not exist in neighboring states. Peter Niles, at MassDOT, is retiring and will be replaced by Mark Moore. Selectman, Tara White, has a call into Ryan Chamberlain and will discuss this issue with him.

Wired West – A request was made of Tim Newman to be put on the July 11, 2015 agenda. A decision will be made at a later date to accommodate Tim, depending on the agenda items at that time.

Selectmen's Updates

Assistant Treasurer/Tax Title – The Board of Selectmen decided to have Kathy Chretien fill in, as needed, as Assistant Treasurer. Her responsibilities would mainly include payroll and processing checks in the absence of the Treasurer. Tara White will now also be responsible for Tax Title issues.

Tax Collector – Two resumes have been received for Tax Collector. Appointments to interview each applicant will be set up.

Labor Contract – Selectman Yohalem reported that he anticipates the labor contract will be settled at the June 11, 2015 School Board meeting. Nat also advised that the topic of the age of admission to school will also be discussed at that meeting

Employee Complaint – An Executive Session will be scheduled as soon as possible in order to have both sides heard and the complaint resolved.

Open Items List – The items on Open Items List were discussed. A June 22 date has been set to review the Highway Superintendent evaluation. The land that is available from the Land Trust for the cemetery will be “walked” by the Cemetery Commission to determine if this is viable. Chuck Loring did not feel that Elm Knoll Farm had any right-of-way. Jeremia Pollard will be consulted as to whether or not a letter needs to be sent to Elm Knoll Farm advising them that the corn that is encroaching on the Town property will be mowed. Michele will follow-up with Joe.

A Press Release will be written up by Michele Shalaby announcing Mari Enoch's appointment as Town Administrator.

A follow-up call will be made by Mari Enoch to Ed Harvey regarding appointing someone to act on his behalf when he is unavailable.

Selectman White advised the Board that the FY15 audit will not be available until Fall; however, the FY13 audit is available.

Joe Wilkinson sand – it was agreed that Joe Wilkinson will not be billed for sand, but rather he will deliver the appropriate amount of sand to fulfill the contract.

Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting at 7:46 p.m.

Respectfully submitted,

Sharon Fleck
Administrative Secretary